

Fall Parent Meeting

November 13, 2003

ACCC Board of Directors

Cheryl Quinn, President

Mike Lowe, Vice President

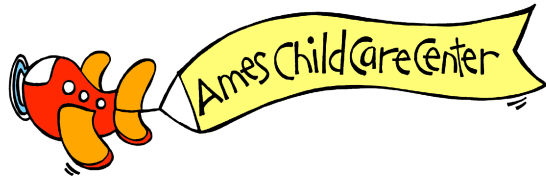
Julie Schonfeld, Secretary

Mark Foster, Treasurer

Leticha Hawkins, Member

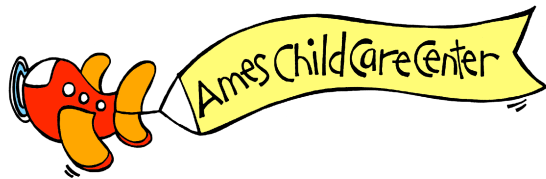
Chris Scofield, Member

Parimal Kopardekar, Member



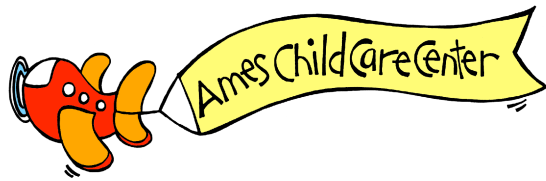
Agenda

- 2003 ACCC Accomplishments/Activities
- Board Budget Status
- 2004 Tuition
- New Facility Status
- Parent Opportunities
- Questions and Answers



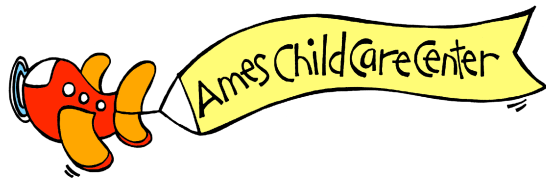
ACCC Goals

- **The Best Facility for our Children**
 - A safe, clean and comfortable environment for play and learning
 - Toys and teaching to stimulate small minds to grow
 - Play and activities to enhance the Children's physical skills
 - Guidance w/ socialization and communication skills so our Children learn to get along
- **The Best Teachers for our Children**
 - Capable of nurturing and loving our Children
 - Capable of teaching and being examples for their behavior
 - Holding high educational credits (early childhood development training)
 - Excellent Teacher to Child Ratio; Infant 1:3, Toddler 1:5, Preschool 1:10
 - Others Centers average; Infant 1:4, Toddler 1:7, Preschool 1:11
- **A Parent-run Child Care Center**
 - Parents have a say in Child's class size, placement, and activities
 - Parents are encouraged to attend Board Meetings and serve as Board members
 - A Non-profit organization committed to a focus on the Children
 - **Strong parent participation is critical to the success of our center!**



New Directions for the ACCC

- Since joining the ACCC in December of last year, Director Lisa McNee has made some very positive changes
 - Successful NAEYC re-accreditation
 - Maintained enrollment
 - Provided mentoring/opportunities for staff
 - Decreased staff turnover
 - All staff have taken coursework or continuing education units
 - Changes to Infant and Toddler departments
 - Combined age range Earthling-Pioneer, Mercury-Viking
 - Primary care assignments
 - Focus on Curriculum Development



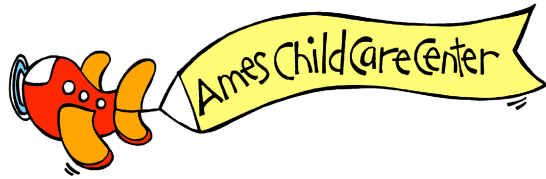
Building a Better ACCC Community

- Maintain accreditation standards
- Maintain enrollment
- Work with staff to make improvements in programming
- Improve procedures with accountability built in for staff and parents
- Improve Parent/Center/Board communication
- Continued staff development supported through information sessions, college education and workshops
- Community development for staff, administration, parents and children
- Develop and present Family Information Series



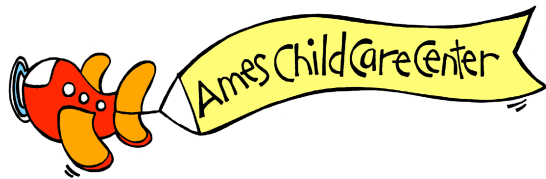
Board Budget

Board Budget Worksheet - 2003				
ACCC BOD Accounts				
		As of 10/30/03	Reserve	Net Available
BOD Checking		\$ 5,620	\$ -	\$ 5,620
BOD Savings		\$ 7,400	\$ 2,500	\$ 4,900
Scrip Checking		\$ 2,860	\$ -	\$ 2,860
Scrip Savings		\$ 2,700	\$ 2,500	\$ 200
Total available		\$ 18,580	\$ 5,000	\$ 13,580
Board Expenses				
		2003 Budget	Expended to date	Variance from budget
TAC		\$ 9,620	\$ 9,620	\$ -
Music (50 weeks)		\$ 6,750	\$ 2,655	\$ 4,095
Audit		\$ 4,000	\$ 6,500	\$ (2,500)
Special Events		\$ 1,600	\$ 200	\$ 1,400
NAEIR (art,office supplies)		\$ 1,250	\$ 500	\$ 750
Sales Tax		\$ 500	\$ 387	\$ 113
Other (room/equipment)		\$ 500	\$ 1,300	\$ (800)
Staff Appreciation		\$ 400	\$ 300	\$ 100
Totals		\$ 24,620	\$ 21,462	\$ 3,158
Notes & Assumptions:				
1) BOD Savings and Scrip Savings reserves are for \$2500 minimum requirement				
2) Music program costs reflect discontinuation of Active Learning in the Arts teacher in June				
3) Room equipment expended includes digital camera purchase not in original budget				
4) Audit costs expended are for 2001 and 2002 audit				
5) Fundraising costs are not considered - they are deducted from proceeds				



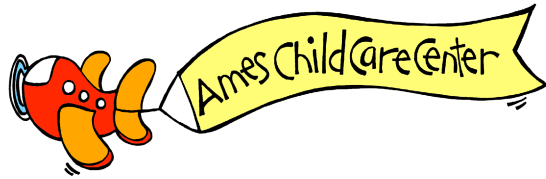
Board Budget

- No unplanned transfers to operations since December 2002
 - Planned: TAC, Staff workshop “Good Stuff for Kids”
- Building fundraising reserves in anticipation of helping to furnish new facility



2003 Fundraising

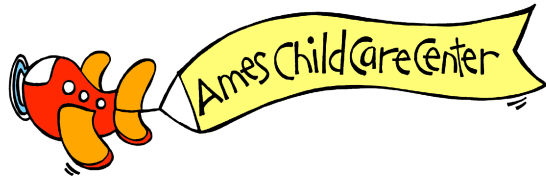
ACCC Fundraising	1/2003 - 10/2003	2002
Golf	\$ 6,940	7,230
See's	\$ 2,033	2,021
CFC/LIC	\$ 1,530	4,340
SchoolPop, SchoolCash	\$ 1,516	2,240
Used Books/tapes	\$ 1,391	
Clothing	\$ 1,110	530
eScrip	\$ 910	1,265
Entertainment Books	\$ 605	387
Restaurant Donations	\$ 131	300
Other Contributions	\$ 4,110	
Total	\$ 20,276	18,312




2003 Fundraising Activities

- Golf Tournament held at Palo Alto GC in May
- See's Candy Sales
- Entertainment Books
- Fresh Choice, Armadillo Willy's
- Book/Media Sale
- Air Expo Raffle
- EScrip, SchoolPop, SchoolCash

Thanks to all the parents who participated!



2004 Tuitions

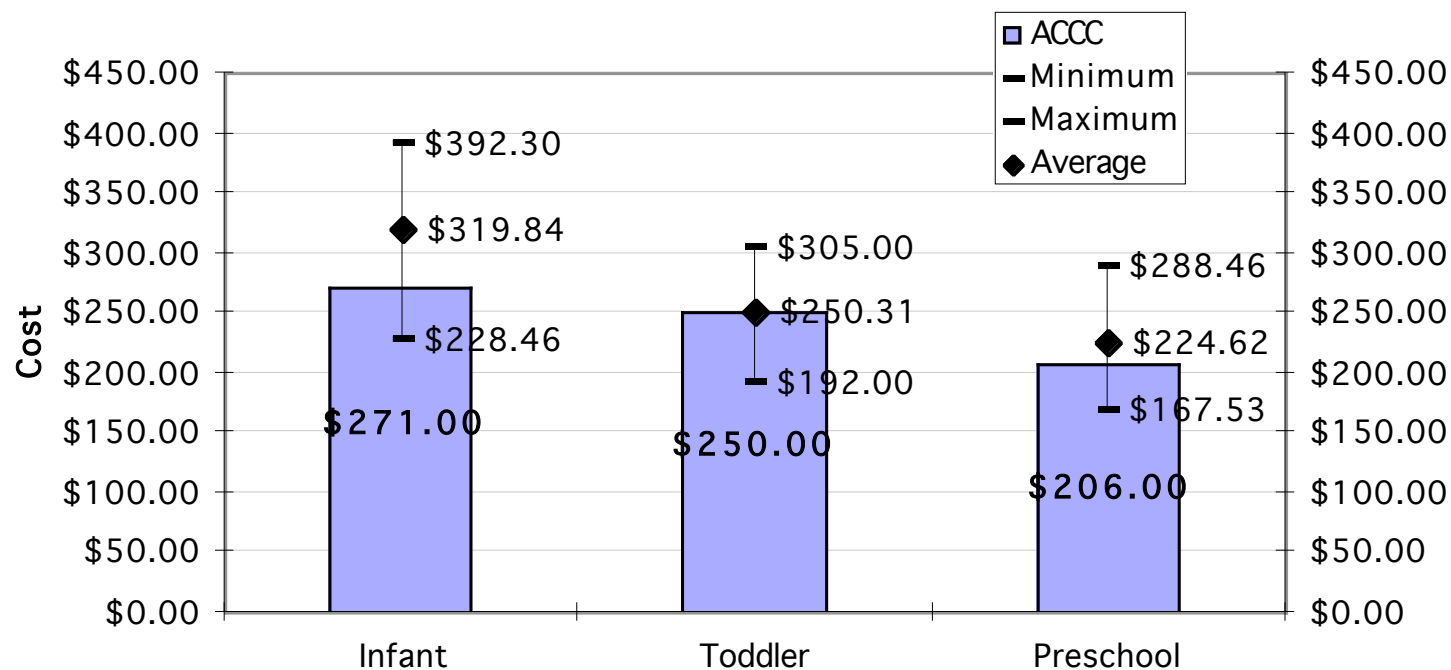
- Infant/Toddler: \$271 / week
- Toddler Transition: \$250 / week 
- Preschool: \$206 / week
- Increase of 6.7% (\$17 and \$13)/week from 2003
- Diaper Fee remains: \$10 / week

The additional revenue will provide adequate income for existing operations and staff salary increases.



Comparison with Local Centers

2004 Tuition Comparison



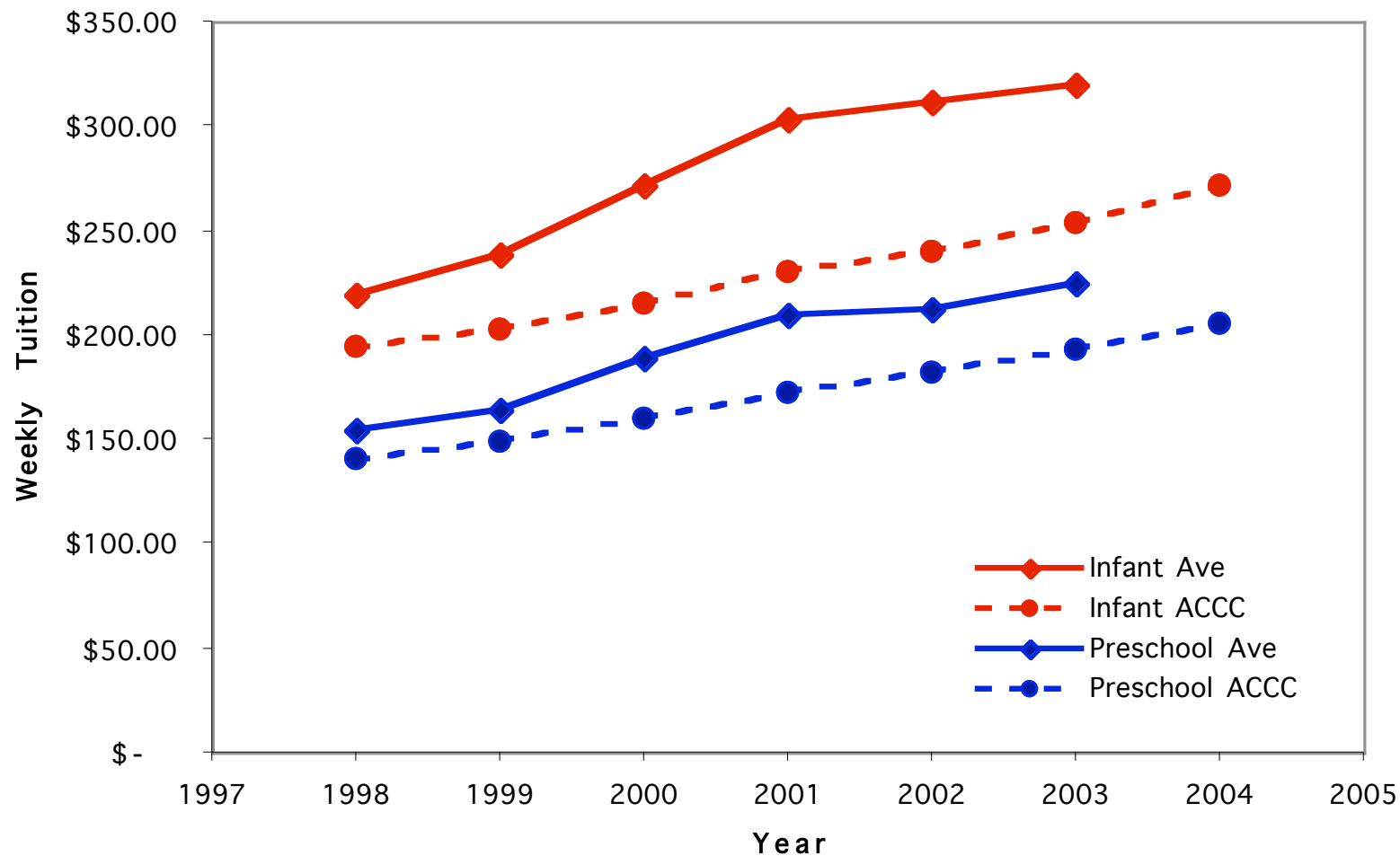


Comparison with Local Centers (cont.)

School	City	Infant	Toddler 2-3	Preschool
Action Day Nurseries/Primary Plus	Campbell	\$280.00	\$251.00	\$185.00
Bethel Lutheran School	Cupertino			\$240.00
TLC of Cupertino	Cupertino		\$213.46	\$190.38
GeoKids	Menlo Park	\$276.00		\$217.00
Milpitas Christian Preschool	Milpitas			\$192.00
Kindercare	Mountain View	\$343.00	\$267.00	\$226.00
Primary Plus	Mountain View	\$330.00	\$303.00	\$220.00
Mini Infant Center	Palo Alto	\$380.76		
Barron Park children's Center	Palo Alto	\$288.46		
Children's Creative Learning Center	Palo Alto	\$354.00	\$305.00	\$254.00
Downtown Children's Center	Palo Alto			\$288.46
Ellen Thacher Preschool	Palo Alto			\$288.46
Neighborhood Infant Center	Palo Alto	\$392.30		
Palo Alto Infant Toddler Center	Palo Alto	\$392.30		
Sojourner Truth	Palo Alto	\$392.30		\$279.00
College Terrace	Palo Alto	\$288.46		
Sequoia Children's Center	Redwood City	\$289.00	\$241.00	\$228.00
Bright Horizons Cisco Family Connecti	San Jose	\$303.00		\$222.00
Dom Dinis Preschool	San Jose		\$230.00	\$200.00
Magic Years Child Care	Saratoga	\$228.46	\$192.00	\$167.53
Appleseed montessori School	Sunnyvale	\$259.62		\$196.15

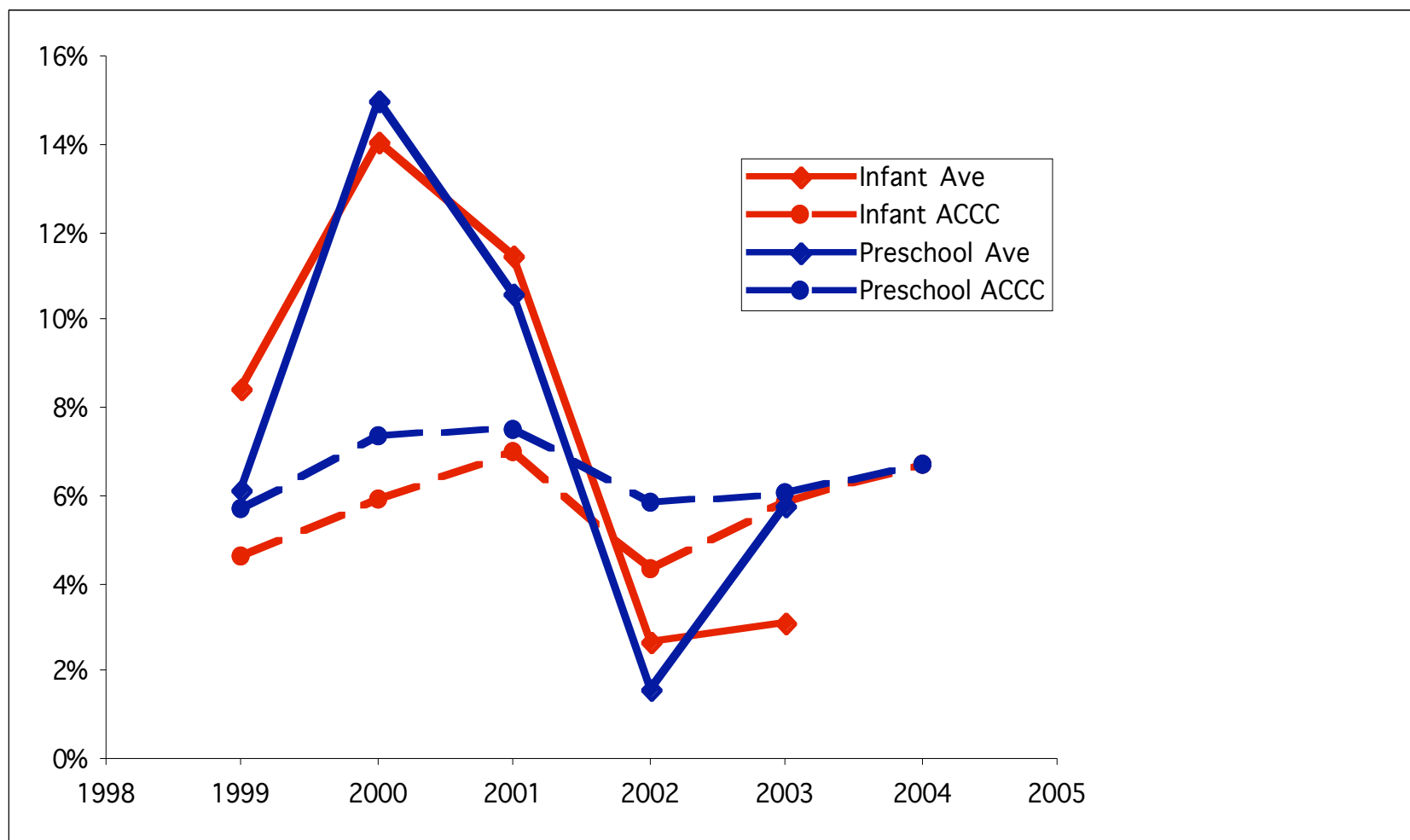


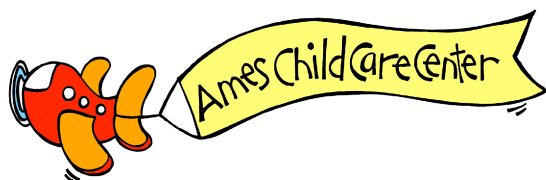
Tuition History



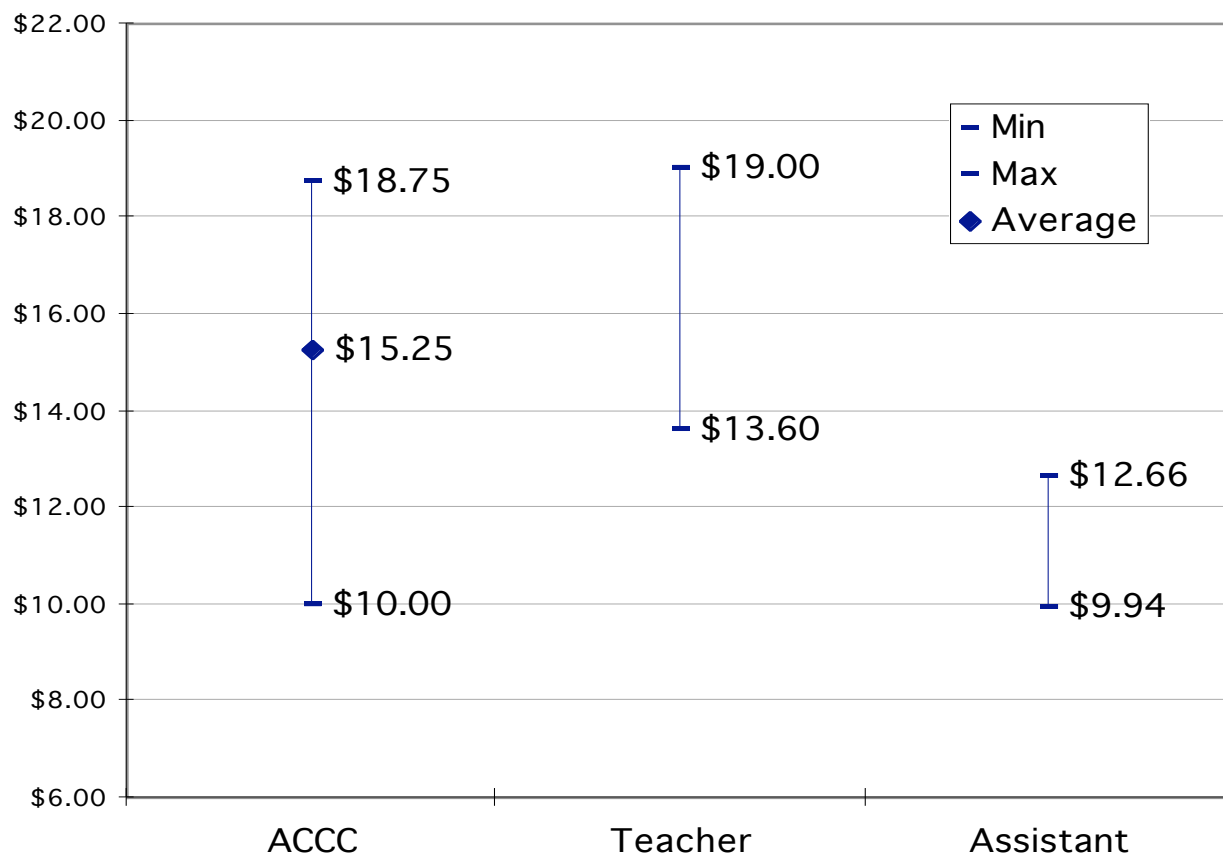


Increases History





Teacher Salaries

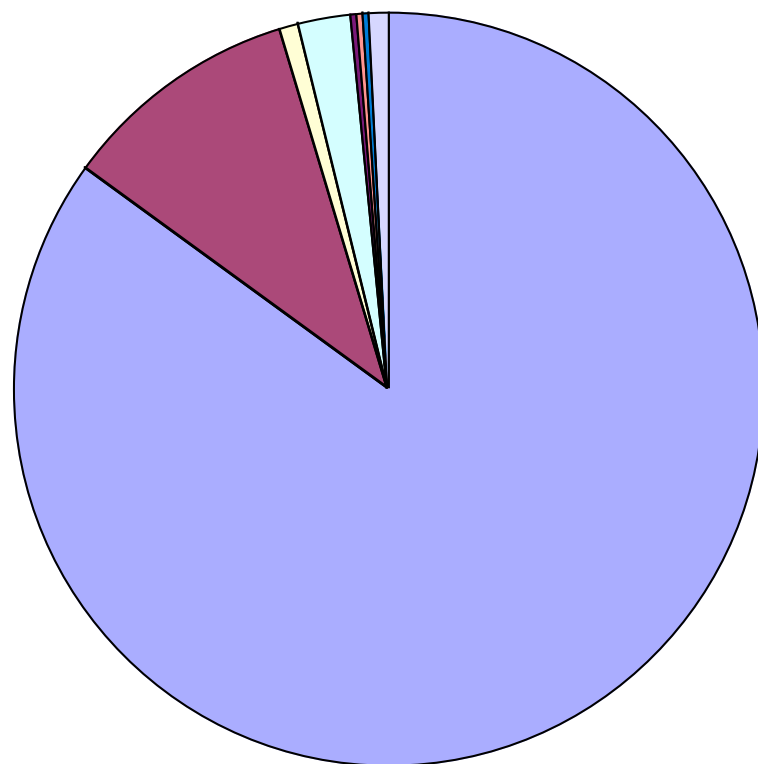


ACCC salaries compared with 2001 statistical data for San Mateo County plus 4% estimated average wage increase in 2002 and 2003.



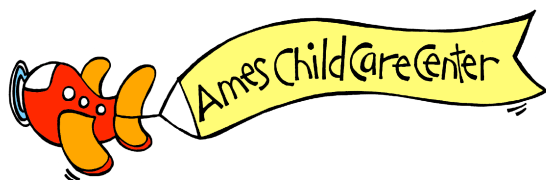
Operations Expenses

2004 Expenses



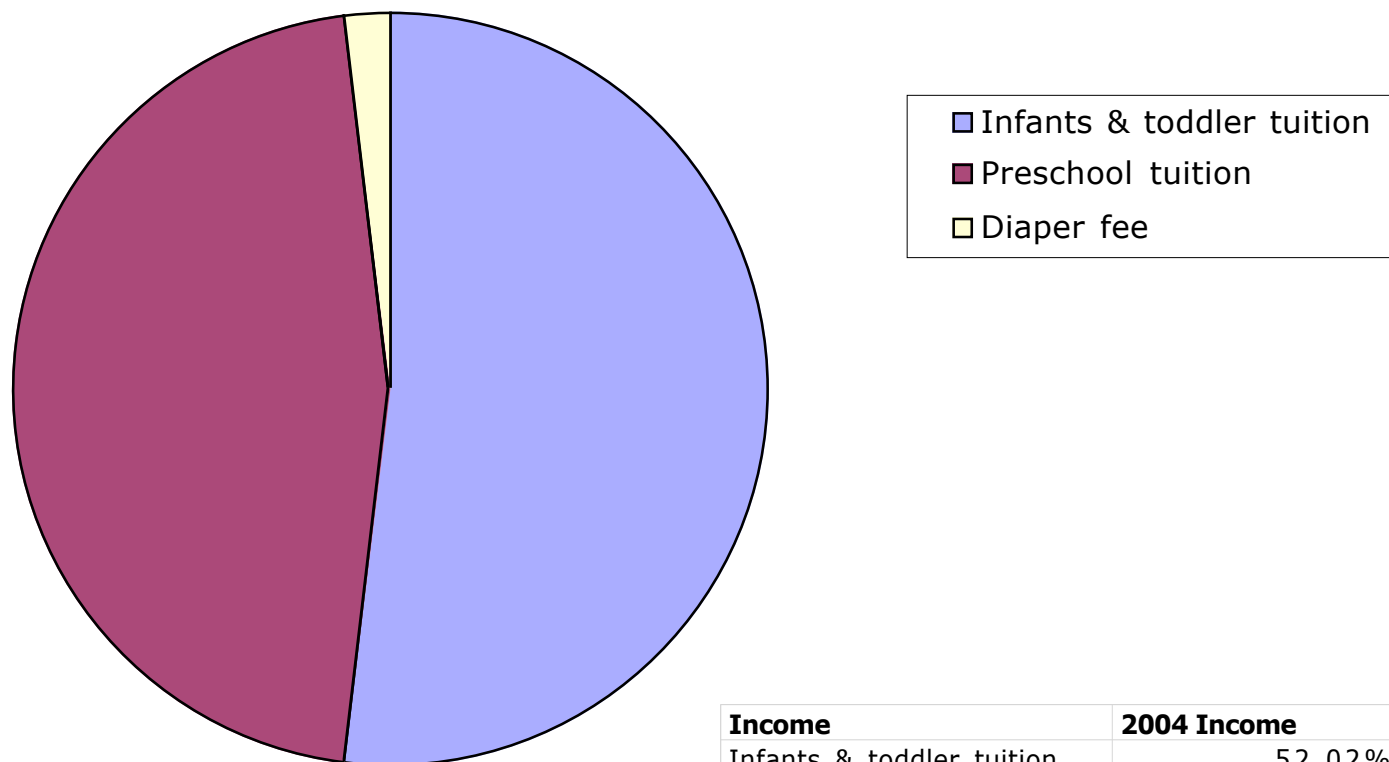
- Payroll
- Insurance
- Diapers
- Food
- Supplies
- Misc.
- Staff expenses
- Staff tuition discount

Expenses	2004 Expenses
Payroll	85.02%
Insurance	10.30%
Diapers	0.92%
Food	2.04%
Supplies	0.28%
Misc.	0.40%
Staff expenses	0.27%
Staff tuition discount	0.77%
Total	100.00%

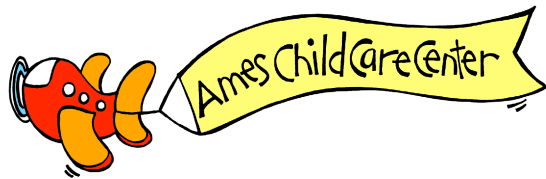


Operations Income

2004 Income

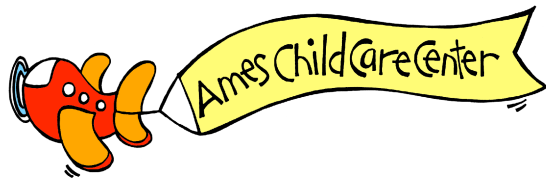


Income	2004 Income
Infants & toddler tuition	52.02%
Preschool tuition	46.01%
Diaper fee	1.97%
Total	100.00%



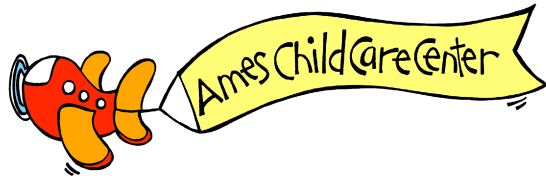
ACCC Operations Financial Status

- BOD Finance Committee management of Operations books transitioned back to Director
- Integrating new financial management/tracking software
- Established 2003 budget with restricted spending and tighter enrollment target (92%). Higher than expected increases in insurance rates in 2003 increased the enrollment target (94%)
- 2004 tuition consistent with realistic enrollment target (92%)
- Anticipated insurance increases (medical and worker's comp), teacher medical insurance cost sharing



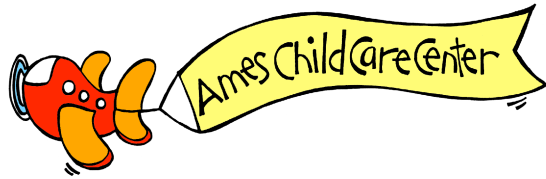
Financial Status: Upcoming Actions

- New tuition structure aligns with the ACCC cost structure for providing services
 - Ratio for Gemini (1:6) closer to Toddler (1:4.5) costs
- Increase in frequency of “toddler rate” at comparison centers in the area.



New Policies

- 2-Week Tuition Schedule
 - Improved cash flow, decreased management effort
- Early Closing
 - ACCC will close at **3pm** on November 26 (day before Thanksgiving) and December 24 (Christmas Eve)
- Closing times
 - ACCC closes at 6pm.
 - On the days of staff meetings, ACCC closes at 5pm
 - Late fees will be assessed if you pick up your children after the designated closing time



New Facility Status

- Money for construction of the ACCC Permanent Facility was received by ARC (\$2.4M)
- Design of the facility by DMJMH+N with input from the New Facility Committee. Initial bids exceeded budget
 - Simplified design
 - Construction off site by modular building company
- Bids were received in late October. Currently being reviewed
- New Facility Committee (Chaired by Mark Foster)

Permanent Facility: Site Plan Draft

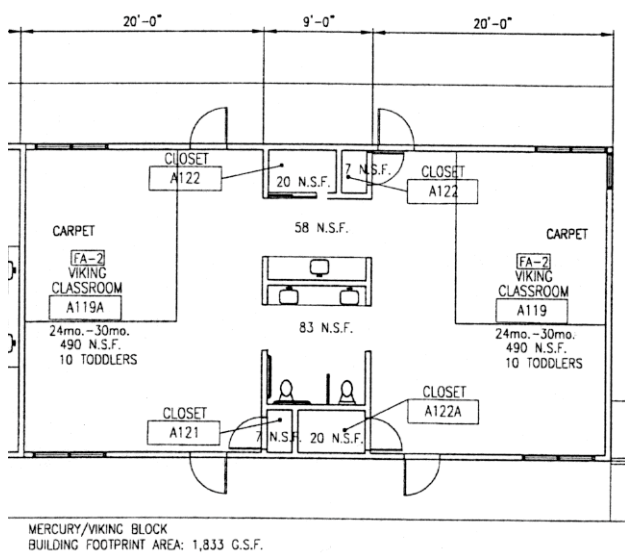


Permanent Facility: Simplified Design

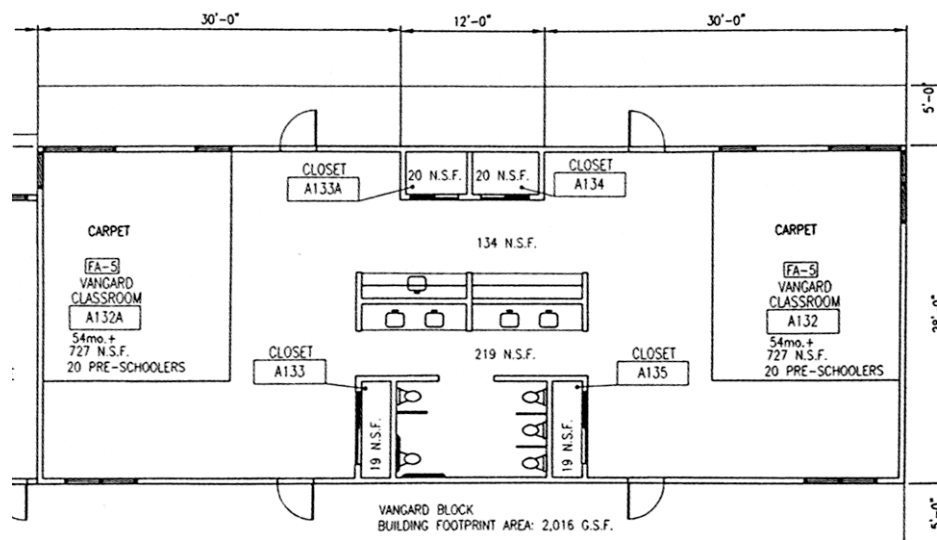




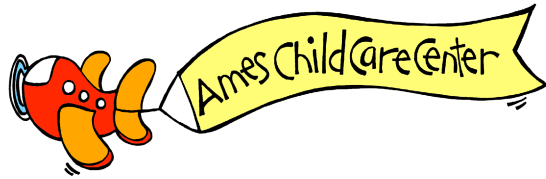
Classroom Layout



Toddler Classroom

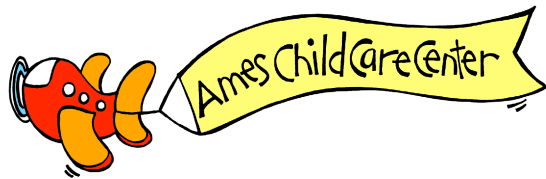


Preschool Classroom



Parent Opportunities

- Room Parents
- Fundraising Committee (Kathy Lee)
 - Golf Tournament, Candy Sales, Entertainment Books
 - Escript, SchoolPop, SchoolCash
 - Clothing sales, Scrip sales coordinator
 - Grant Writing
- Staff Appreciation Committee (Chris Scofield)
- Facilities Committee
- Classroom Activities (science & music programs, field trips)
- Classroom Supplies Donations



Upcoming Fundraisers & Activities

- 2004 CFC Campaign: Ends November 14
 - Armadillo Willy's: November 18
 - Learning Express: December 5-7
 - Clothing Sale, Ames Café: Nov. 19, Dec. 11
 - Art Auction: February 19, 2004
 - Golf Tournament (May 2004)
-
- Winter Pageant, December 16th
 - Staff Gift Bags, Week of December 15th



Transition...

Brad is leaving the ACCC
to become a full-time DAD!!

CONGRATULATIONS

*Thank you for all you have
done for the ACCC!!*

